



INSTRUCTIONS FOR PREPARING COIN OPERATED VENDING AND AMUSEMENT MACHINES REPORT

Section 441, Revenue and Taxation Code of the State of California, requires that all property in the state at 12:01 a.m. on January 1st shall be reported annually, under oath, to the assessor of the county in which it is situated.

- OWNER'S NAME**
- Print full name of sole proprietorship; full name of all partners if a partnership; complete corporate name if a corporation.
 - Enter the trade name if any, under which the business is operated; if none, leave it blank.
 - Enter complete address, including zip code, where tax bill is to be mailed.
 - Enter telephone number.

- TYPE OF OWNERSHIP**
- Indicate corporation, partnership, or sole proprietorship by a check mark in the appropriate square.

- LOCATIONS OF MACHINES**
- Enter the name and address of each business where machines on route are located as of 12:01 a.m., January 1st. Group locations by city within the county.

- QUANTITY**
- Enter number of units or machines at each location.

- TYPE**
- Enter type of machine: drink, food, games, movies, music, etc.

- DESCRIPTION**
- Enter manufacturer's trade name, model and capacity in units, columns, containers, or selections.

- YEAR**
- Enter the year in which you acquired the machine.

- ACQUIRED**
- Indicate whether you acquired the machine new or used.

- TOTAL COST**
- Enter the original cost (including freight-in, excise, sales and use taxes and installation costs) before allowance for depreciation for each item of equipment reported. If a trade-in was deducted from the invoice price, enter the invoice price. Add back investment credits taken for federal income tax purposes if these were deducted from the original cost. **Include all fully depreciated items at original cost, whether written off or not.**

- EQUIPMENT NOT ON ROUTE**
- Stored and out of use machines should be reported separately, in the same reporting format as the machines out on route.

- SHOP EQUIPMENT;
OFFICE FURNITURE;
OFFICE, WAREHOUSE, AND
COMPUTER EQUIPMENT;
LEASEHOLD AND/OR
BUILDING IMPROVEMENTS**
- Report the cost of all other business personal property on form BOE-571-L, *Business Property Statement*.

If you have sold your vending or amusement machines since the last lien date (since 12:01 a.m., January 1 of the prior year), please show the date of sale and the name, address, and phone number of the purchaser. Please fill out applicable areas of form BOE-571-L. Sign, date and return the original BOE-571-L along with your *Coin Operated Vending and Amusement Machine Report* (B-36) to the Assessor's Office. If you have questions, call the County Assessor, Major Personal Property Division, Area 6. Telephone (213) 893-2492.

All report forms must be completed in detail by the assessee and filed with the Assessor on or before April 1st, annually. Incomplete reports will not be accepted.

DUE APRIL 1, 20____			COIN OPERATED VENDING AND AMUSEMENT MACHINES REPORT							PAGE _____ OF _____		20____
COUNTY OF LOS ANGELES • OFFICE OF THE ASSESSOR 500 WEST TEMPLE STREET, ROOM 216 LOS ANGELES, CA 90012-2770 ATTENTION: BUSINESS DIVISION, AREA 6 TELEPHONE: (213) 893-2492			OWNER					PHONE			<input type="checkbox"/> CORPORATION <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> SOLE OWNERSHIP	
			DBA									
			MAILING ADDRESS		STREET		CITY		STATE			
<div>LIST CITIES IN ALPHABETICAL ORDER</div> <div>↓</div>			The following is a report of all coin operated vending and amusement machines owned, claimed, possessed, controlled, or managed by me located in Los Angeles County on the lien date 12:01 a.m. January 1.					PLEASE USE BOTH SIDES OF THIS FORM				
LOCATION OF MACHINES			QUANTITY	DESCRIPTION OF MACHINES				TOTAL COST INCLUDING ALL TAXES, FREIGHT AND INSTALLATION OF EACH MACHINE (OMIT CENTS)	FOR ASSESSOR'S USE ONLY			
CITY	NAME OF BUSINESS	STREET ADDRESS		TYPE DRINK, GAME, FOOD, MUSIC, ETC.	TRADE NAME, MODEL AND CAPACITY IN COLUMNS, CUPS, ETC.	YEAR ACQUIRED	ACQUIRED NEW?		FACTOR	APPRAISED VALUE		
							YES	NO		MACHINE		
I, the undersigned, hereby declare under penalty of perjury that this report is true, correct and complete.									TOTAL THIS PAGE			
SIGNED				TITLE			DATE			TOTAL APPRAISED VALUE		

